

**Lewis County Community Development**

**MOBILE HOME PLACEMENT APPLICATION**

**DATE RECEIVED**

**BY**

2025 NE Kresky Ave., Chehalis, WA 98532 (360) 740-1146

**Site Address:**

**Tax Parcel No.**

**Lot No.**

**Blk**

**Division/Short Plat**

**Sec**

**Twp**

**Rng**

**Zoning:**

**Flood Zone:**

**Flood Zone/Panel #**

**Owner ( Name / Address / Telephone)**

**Applicant (Name / Address / Telephone)**

☐ Self Installed

**CONTACT:** ☐ Owner or ☐ Contractor at Phone #: \_\_\_\_\_

Home purchased from: \_\_\_\_\_

Contractor's Name and L&I License #: \_\_\_\_\_ L & I License Expiration Date: \_\_\_\_\_

Installer's Name and WAINS# \_\_\_\_\_ WAINS Expiration Date: \_\_\_\_\_

**Project Description: MOBILE HOME PLACEMENT ☐ New; ☐ Replacement; or ☐ Other (explain on reverse side)**

**MOBILE HOME INFORMATION:**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Serial Number: \_\_\_\_\_ Price: \_\_\_\_\_ Size: \_\_\_\_\_ # of Bedrooms: \_\_\_\_\_

Occupancy: \_\_\_\_\_

**I certify that** all plans, specifications and other submissions required in support of this application conform to the requirements of the State Building Code; the construction as located at the site will conform to the State Building Code and to all other applicable laws and ordinances; and I am the owner/applicant or have authority to bind the owner to these covenants and I have examined this application and know the same to be true and correct:

**OWNER / APPLICANT SIGNATURE:**

**DATE SIGNED:**

REQUIREMENTS CHECKLIST	REQUIRED	RECEIVED	APPROVED
Completed Application	✓		
Permission To Enter (PTE)	✓		
CD Planning Review	✓		
Assessor's Map (current)	✓		
Site Plan (current)	✓		
Building Permit (for decks/porches)	✓		
Approved Road Approach (Public Works or State DOT)	✓		
Building Permit (if full foundation proposed)			
L & I Life Safety Inspection			
Fire Permit			
Flood Permit (JARPA)			
Grading Permit			
Shoreline Permit (JARPA)			
Other:			

**SEPTIC REQUIRED:** Y ☐ N ☐ **WATER REQUIRED:** Y ☐ N ☐ (if yes see reverse side)

**PLANNING REVIEW REQUIRED** Y ☐ N ☐ **FEE CHARGED** Y ☐ N ☐ **PLANNING REVIEW #:**

**PERMIT NUMBER :**

**TOTAL FEES DUE:**

# Lewis County Community Development

REQUIREMENTS CHECKLIST			COMMENTS / CONDITIONS																																										
<p align="center"><b><i>New Septic Approval:</i></b></p> <p>Permit #: _____ Date Issued: _____</p> <p># of Bedrooms: _____ PR #: _____</p> <p align="center"><b><i>Septic Reconnect/Connection Approval</i></b></p> <p>Permit #: _____ Date Issued: _____</p> <p>Original Septic Permit # _____</p> <p># of Bedrooms _____ PR # _____</p> <p align="center"><b><i>Water Approval:</i></b></p> <p><b><i>Public Name:</i></b> _____</p> <p>Date water availability form sent to Lab: _____</p> <p>Date water avail. received from the Lab: _____</p> <p>Public approval: Yes _____ No _____</p> <p><b><i>Individual Well</i></b> _____ Well log _____ Gallons per min. _____</p> <p>Bacteria _____ Date Bacteria satisfied _____</p> <p>Nitrates _____ Level of Nitrates _____</p>																																													
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## ADDITIONAL COMMENTS:

## PERMISSION TO ENTER

\_\_\_\_\_  
*Date*

Lewis County Community Development Department  
Lewis County Health & Social Services (Environmental Health)  
2025 NE Kresky Avenue  
Chehalis, WA 98532

I understand that County regulations require owner permission for County personnel to enter private property to conduct permit processing, review and inspections. I also understand that my failure to grant permission to enter, or an inability to contact me for prior notification of the time and date of inspection entries, may result in denial or withdrawal of a permit or approval.

Applications have been submitted for the following services:

1) \_\_\_\_\_; 2) \_\_\_\_\_; 3) \_\_\_\_\_;  
(Enter Type of Permit – i.e., building, septic, etc., - include all that apply)

which may require on-site permit processing, review and inspection by employees of the Community Development Department, Lewis County Environmental Services or Public Works for the property at:

\_\_\_\_\_ ; and \_\_\_\_\_ ;  
(site address/location) (tax parcel number)

By my signature below, permission is granted for representative(s) of the Community Development and Public Health Departments (Planning, Environmental, and Building sections) to enter and remain on and about the property for the sole purpose of processing such permits and performing required inspections and/or reviews.

**By my signature below, I certify that I am either the current legal owner of this property or their authorized representative. With this document I take full responsibility for the lawful action that this document allows.**

Prior notification of the date of inspection(s) will take place is:

[ ] Not required [ ] Required: - ( ) \_\_\_\_\_ - \_\_\_\_\_ (Must provide phone number where applicant/representative can be reached)

\_\_\_\_\_  
**Name as listed on Application**  
**(Please Print)**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Mailing Address of Signatory (Street / P.O. Box)**

\_\_\_\_\_  
Name of individual signing this document  
( ☐ Property Owner or ☐ Authorized Agent )  
**(PLEASE PRINT)**

\_\_\_\_\_  
**City, State, Zip**

**Lewis County Community Development**

LEWIS COUNTY COMMUNITY DEVELOPMENT DEPARTMENT

(360) 740-1146

Building &amp; Fire Safety Division

2025 NE Kresky Ave.

Chehalis, Washington 98532-2626

**MOBILE (MANUFACTURED) HOME PLACEMENT PERMIT  
FACTORY ASSEMBLED STRUCTURES (FAS)*****Information and Checklist***

Lewis County Ordinance No. 1126 regulates the location and placement for mobile homes, or travel trailers for residential occupancy, in Lewis County and also establishes permit/fee requirements.

The Ordinance states “it shall be unlawful for any person, firm, partnership, corporation or other entity to install any mobile home to be used as a residence upon real property in Lewis County without first securing a permit from the Lewis County Community Development Department, Building Section”.

All mobile homes must bear the inspection seal of the Washington State Department of Labor and Industries; or the U.S. Department of Housing and Urban Development (HUD). ***Any mobile home built before 1977, or any mobile home not constructed to HUD standards after 1976, must have a life safety inspection performed by the State Department of Labor and Industries before a placement permit may be issued.*** A copy of the Labor and Industries inspection report must be submitted as evidence that this inspection has been performed prior to the mobile home placement permit issuance.

The owner or dealer must inform the manufacturer of the required roof design snow load if the snow load for the particular area of the county where the unit will be placed is more than 20 pounds per square foot (PSF). (See the attached design snow load table).

PERMIT FEES	
Single Wide	<u><b>\$ 226.50*</b></u>
Double Wide	<u><b>\$ 291.50*</b></u>
Triple Wide	<u><b>\$ 361.50*</b></u>

**PLUMBING AND STATE FEES INCLUDED**

\*Additional fees may include CD Planning Review [\$90],  
Building Permit for Decks/Steps [fees vary], Public Water Adequacy review [\$80],  
Sewage System Connection review [\$170], Road Approach Approval [fees vary],

**THE FOLLOWING INFORMATION IS REQUIRED WITH EACH MOBILE HOME PLACEMENT PERMIT APPLICATION**

1. Applicants name, mailing address, and telephone number.
2. Tax parcel number of property being developed (copy of assessor's map showing subject property and surrounding properties.)
3. Site address (may be applied for at the Lewis County Permit Center).
4. The make, model, size and serial number of the mobile home as well as the make, model, size, serial number, year built, and purchase price. (NOTE: If the mobile home was constructed prior to 1977, or significant alterations have been made, please see the third paragraph of the cover page referencing Life Safety Inspections through Labor and Industries.)
5. Name of installer, and a copy of the mobile home installer's certifications will be required prior to permit issuance.
6. Septic and water approval from the Environmental Services Division or, if utilizing a city connection(s), written authorization from the respective City (forms provided by the Permit Center).
7. Permission to Enter Authorization signed by the property/homeowner or representative (forms provided by the Permit Center) authorizing entry on the property for the purpose of conducting the required inspections.
8. Evidence of an approved Road Approach Permit with minimum access of 30' wide. Access from a county road must be approved by Lewis County Department of Public Works. Access from a state highway must be approved by Washington State Department of Transportation. Access from a private road requires approval from LCDPW, WSDOT or US Forest Service depending on the point of origination of the private road.
9. The County will perform a Planning Review of your project for compliance with all Lewis County zoning requirements (Title 17) including Critical Areas and Resource Lands Ordinances. A plot plan (layout of the project proposal on the subject property) is required and shall include the following:
  - a. Show the lot or parcel's dimensions and area.
  - b. Show the location and dimension of all proposed building(s) to include, setbacks from property lines, all existing buildings or structures, driveways, right-of-ways, septic tank and drainfield.
  - c. Show location of any water bodies (i.e., ponds, creeks, intermittent creeks, rivers, etc.).
  - d. Show existing or proposed access to the property (driveways).
  - e. Indicate "North Arrow".

**Please Note: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED OR REVIEWED**

## **BUILDING PERMITS REQUIRED FOR DECKS / STEPS/ PORCHES**

The mobile home placement permit covers the set up of the factory assembled structure only. Construction of steps, decks (covered or open) or porches are regulated by the 2009 International Building Codes. A separate building permit is required for these structures. Exemption for decks: Uncovered decks, less than 30" above grade at any point and less than 200 square feet and does not serve the exit door required by code. Please call the Permit Center or any questions pertaining to permitting for decks, 360-740-1146.

Any addition or structure that subjects the FAS unit with a structural load will require permit approval by Washington State Department of Labor and Industries.

### **Prior to a final inspection or occupancy of any habitable structure the following items must be submitted and approved:**

1. Septic system as-built and/or installers checklist
2. Final approved road approach permit
3. Water well report
4. Bacteria water test with satisfactory results
5. Nitrate water test

## **Commonly Asked Questions**

### **AFTER SUBMITTING AN APPLICATION, HOW LONG BEFORE MY PERMIT WILL BE ISSUED?**

Generally review of your application will take approximately one (1) to two (2) weeks. However, during the peak building season (May thru October) the processing time can take longer.

### **ONCE ISSUED, HOW LONG IS MY PERMIT VALID?**

Permits are valid for 180 days (*6 months*) after date of issuance and remain valid for 180 days after each inspection. The Lewis County Building Official may grant an extension. Requests for extensions must be made *prior* to the date of expiration of any permit.

### **WHEN DO I PAY FOR MY PERMIT AND HOW?**

You will need to pay for any CD Planning Review, septic permit or water reviews required when your mobile home placement permit application is submitted. The placement permit fees are due at the time the permit is issued.

***Currently fees can be taken in the form of cash or check. Credit or debit cards are not accepted at the Permit Center.***

**HOW CAN I VERIFY WHETHER MY HOME SITE IS WITHIN A FLOODPLAIN?**

The Lewis County Permit Center can assist you in locating your property on the floodplain designation maps provided by the Federal Emergency Management Association (FEMA). If your development falls within a designated 100-year floodplain, you will be required to obtain a Floodplain Development Permit (to include an elevation certificate prepared by a licensed surveyor or engineer).

**WHERE DO I OBTAIN AN ELECTRICAL PERMIT?**

All electrical permits and inspections are obtained through the Washington State Department of Labor and Industries, Electrical Inspection Division. They may be contacted by telephone at (360) 902-6350 in Tumwater, or (360) 575-6900 in Longview.

**WHAT ABOUT BUILDING SETBACKS AND HEIGHT LIMITS?**

**Residential Setback:**

From County Road, 25 feet from right of way (minimum of 55 feet from centerline).  
Front, 25 feet from right of way  
Side, 10 feet from property line  
Rear, 25 feet from property line, for structures in excess of 200 square feet

**Commercial/Industrial Setback**

Front, 10 feet from right of way  
Side, 10 feet from property line  
Rear, 0 feet, except 25 feet from property line when abutting a residential zone.

**Height limits**

Residential, 35 feet  
Commercial, 50 feet, except 35 feet when abutting (or within 50 feet of) a residential zone  
Industrial, 50 feet plus one foot for every foot from property lines  
Agriculture, resource, communication, and public utility uses, none

## ROOF SNOW LOAD REQUIREMENTS

*for Lewis County, Washington*

These requirements have been determined by the Building Official based on local conditions and the Second Edition of the Snow Load Analysis for Washington published in July 2009, by the Structural Engineers Association of Washington.

City	Actual Elevation	Minimum Roof Snow Load (PSF)
BURNT RIDGE	*1100	50
CENTRALIA	189	25
CHEHALIS	226	25
MINERAL	*1770	(Consult Building Official)
MORTON	940	40
MOSSYROCK	698	30
ONALASKA	505	25
PACKWOOD	*1051	(Consult Building Official)
PE ELL	412	30
RANDLE	880	(Consult Building Official)
TOLEDO	110	25
VADER	175	25
ASHFORD (Paradise Estates)	*1770	(Consult Building Official)
WHITE PASS	*4600	(Consult Building Official)

\*For non-residential structures, elevations 1000 feet or over have a frost depth of 18 inches minimum from finish grade to the bottom of the footing. Any elevation less than 1000 feet will have a frost depth of 12 inches. Residential structures will have a frost depth of 18 inches minimum countywide. The Building department will assist you with the calculations for snow load if the actual elevation is known.

## WIND LOAD REQUIREMENTS

*for Lewis County, Washington*

Basic Wind Speed is 85 miles per hour with the exposure determined by the following definitions:

Exposure B has terrain with buildings, forest, or surface irregularities, covering at least 20 percent of the ground level area extending one mile or more from the site.

Exposure C has terrain that is flat and generally open, extending one-half mile or more from the site in any full quadrant.

**NOTE: LEWIS COUNTY IS WITHIN SEISMIC D-1.**